



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	City Council Chambers, City Hall, 288 Central Ave
Meeting Date:	June 10, 2020
Meeting Time:	4:00 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order on Wednesday, June 10, 2020 at 4:08 p.m. in the City Council Conference Room in the Dover City Hall. Present were Bob Carrier, Dennis Shanahan, Matt Severson, Sarah Greenshields and Mark Geuther. Amanda Russell arrived at 4:55 pm. Also present were PC Construction Representative Garrett Bertolini, Clerk of the Works Stephanie Cartabona, Business Administrator Mike Limanni, City Attorney Josh Wyatt, Superintendent Bill Harbron, C&W Manager Mike Brooks, DHS Principal Peter Driscoll, Athletic Director Peter Wotton, Fire Chief Paul Haas. Alan Pemstein and Laura Wernick participated remotely.
- II. CITIZEN'S FORUM:** No one addressed the JBC.
- III. APPROVE MEETING MINUTES FROM FEBRUARY 18, 2020:** Dennis Shanahan moved, Sarah Greenshields seconded to approve the minutes listed above as presented. An oral **VOTE PASSED 5/0.**
- IV. APPROVE MANIFESTS:**
- Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC318 in the amount of \$1,795.77 to R.M.S. Electric for installation of electrical cord reels, outlets, etc. in the culinary arts areas, as well as installation of fuses and circuit breaker in the woodshop. A roll call **VOTE PASSED 5/0.**
- Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC319 in the amount of \$3,920.00 to Creative Office Pavilion for FFE. This was the remaining items of an earlier order that were received. A roll call **VOTE PASSED 5/0.**
- Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC320 in the amount of \$130,248.00 to PC Construction for construction services through April 24, 2020. A roll call **VOTE PASSED 5/0.**
- V. INSPECTIONAL SERVICES/CERTIFICATE OCCUPANCY UPDATE:** Chief Haas provided an inspectional services update stating that the list of non-fire alarm items has been released. Ms. Cartabona suggested that she meet with Chief Haas, PC and others to discuss the list before bringing back to the JBC. She commended PC Construction for working diligently to clean up the list.
- She noted that there are some items the District will need to resolve that won't affect the Certificate of Occupancy. They expect to meet within the month and will determine responsibility for each item.
- Ms. Cartabona discussed the fire alarm 3rd party test stating they are working with R.P. Schifiliti Associates and had just forwarded a report containing their findings to PC and HFMH. They are all in agreement for what the result should be. The City Inspector noted areas of concern to Ms. Cartabona. She added they will need a month to figure out what steps are needed to complete the fire alarm that will bring them into compliance for the permanent Certificate of Occupancy and if



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	City Council Chambers, City Hall, 288 Central Ave
Meeting Date:	June 10, 2020
Meeting Time:	4:00 p.m.

change orders are needed. Ms. Cartabona stated she is comfortable they are moving in the right direction and is hopeful they will have more information within a month regarding timeline and costs. Chief Haas noted that this may depend also on the response from the design team. He added that they will need to find common ground and work collaboratively. Ms. Cartabona noted that workers can work in the buildings now.

VI. CLERK OF THE WORKS: Ms. Cartabona stated that she doesn't have anything to discuss outside of other agenda items. Mr. Shanahan asked about trees that didn't survive to which Mr. Bertolini responded that he would look into it, and expects that they will be covered by the one year warranty.

VII. GYM FLOOR UPDATE: Ms. Cartabona shared an email from the Maple Floor Manufacturers Association representative regarding the floor. The issues are substantial gaps in the wood, possibly due to low moisture content in the unsealed boards. The contractor has stated certain areas such as nail heads popping through, boards with nicks on them, etc. will be repaired. The bigger concern are the large gaps in the floor. The issue is caused by the moisture content in the unsealed wood is too low. There isn't a specific timeline for the gaps to close due to the need to increase the humidity in the gym. Mr. Wotton noted that the Covid-19 pandemic has allowed the floor to remain unused. He is concerned that this will happen each year and they will need to bring moisture in each year to resolve this.

Mr. Bertolini commented that the gym floor is designed to expand, and contract and the issue is obvious now because it was sanded. He is confident that the gaps will close, and it looks much better now than it did a few weeks ago. PC's opinion is that after it has been sealed and finished, there won't be an issue.

Mr. Driscoll noted that he hasn't seen a floor with this issue in his time spent refereeing in other gyms.

Mr. Pemstein added that according to Maple Floor Manufacturers Association, nothing should happen until moisture reaches 9% moisture content and it is currently at an average of 7%. There will be an issue if it doesn't close at 9%. He added that the relative humidity in the gym should increase to 59% from 52% as summer weather moves in. He noted that an oil-based finish is better because it is more pliable, although it shouldn't be finished until the moisture content increases and the gaps close. This issue is because the floor went through extreme shock after it was installed due to a malfunction of a roof unit, although the floor manufacture did not feel it needed to be replaced.

The warranty allows the floor to be refinished annually for 3 years. Mr. Carrier asked about extra maintenance for the floor and Ms. Cartabona responded that the humidity in the room is at an ideal level. Mr. Carrier added that he expects the floor to be state of the art.

Ms. Cartabona noted that they would like a plan B in case the boards don't close. Mr. Shanahan expressed concern with what will occur if humidity is increased and the boards don't close. New



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	City Council Chambers, City Hall, 288 Central Ave
Meeting Date:	June 10, 2020
Meeting Time:	4:00 p.m.

England Sports Floor will be testing humidity on a regular basis and use either oil-based sealer or water-based, depending on the results.

- VIII. DUGOUT UPDATE:** Ms. Cartabona stated that she has spoken with Ms. Danley about the dugout work by the building trades classes. Due to the shortened school year in buildings, the class was unable to complete the project. Instead she recommended posting the construction of the 4 dugouts as a bid with the intent of completion of all 4 before snow. She is hopeful, the costs will remain at approximately \$40,000.
- IX. PC LETTER OF RECOMMENDATION:** Mr. Carrier shared with the JBC the request from Joe Picoraro for a letter of recommendation from the JBC. It was agreed that it is premature and will be drafted by Mr. Shanahan after the Certificate of Occupancy has been obtained.
- X. COMMITTEE FINANCIAL REPORT:** Mr. Limanni reviewed the report stating that he is in the process of condensing the report and will hide “complete” items and will add anticipated items.
- XI. MATTERS OF INTEREST:** Mr. Brooks inquired about the status of the CTC Round Pen to which it was decided that Mr. Limanni, Dr. Harbron, Mr. Wotton, Mr. Driscoll and the new CTC Director will investigate and discuss what is needed. This will be an agenda item for the next JBC meeting.
- XII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The date of the next regular meeting will be determined later when needed.
- XIII. ADJOURNMENT:** Sarah Greenshields moved, Amanda Russell seconded to adjourn the meeting at 5:35 pm. An oral **VOTE PASSED 6/0.**